



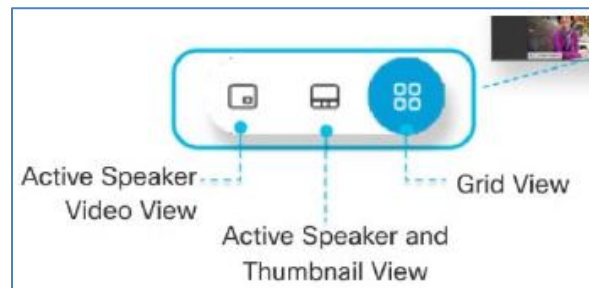
**State Employees' Charitable Campaign
Steering Committee Meeting
May 21, 2020 1:00pm – 2:00pm
WebEx Virtual Meeting**

AGENDA

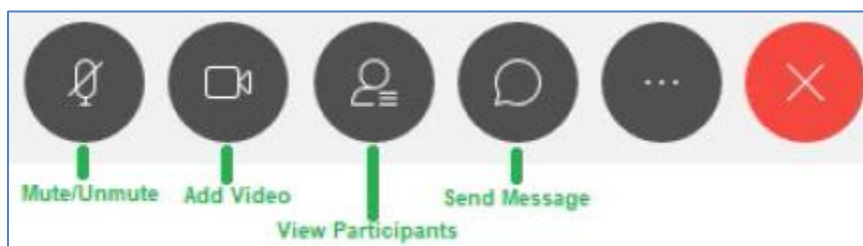
1. Approval of minutes from April 29, 2019
2. Charitable Organization Application Review
3. 2020 Campaign Discussion
4. Any New Business or Comments

WebEx Overview & Best Practices

- For optimal viewing and audio quality, join the meeting via your local computer and computer audio (not remote desktop).
- WebEx has both computer video and audio, as well as a dial-in option. Please be sure to only join audio either computer OR phone, but not both.
- WebEx has the functionality to allow for multiple video layouts (see image below).



- Start time: Recommendation is to dial in 10-15 minutes prior to the start to ensure proper connectivity.
- Please keep your line on mute when you are not speaking.
 - Computer Audio: Press unmute icon in WebEx (see image below).
 - Phone Audio: Press *6



- Please say your name before speaking.
- This meeting will be recorded.